

## Hawkins County Clerk

County Clerk, A. Carroll Jenkins was born in 1944 and raised in Hawkins County. He graduated from Church Hill High School in 1962 and East Tennessee State University in 1967 with a B.S. in Business Administration.

Since being elected County Clerk in 2002 Carroll has been dedicated to helping the citizens of Hawkins County. During his first term of office he has initiated many improvements in the County Clerk's office. One of the most popular is the highly successful Express Driver License Renewal Station located across the hall from the County Clerk's office in the County Courthouse Annex. Drivers licenses can be renewed at this office Monday - Friday 8:00 a.m. - 4:00 p.m.

Carroll also serves the community as a member of Kiwanis, a board member of the Hawkins County Cattlemen's Association, and a volunteer with the Imagination Library.

### Deputy Clerks

Nancy Alvis  
Laura Barrett  
Sharon Buell  
Lucy English

Lisa Godsey  
Sue Helton  
Janie Lafollette  
Leigh McNeil

Crystal Price  
Cindy Rutledge  
Connie Walters  
Lisa Winstead

Connie Haney

### Contact Information:

Main Office Address:

Church Hill Address:

110 East Main Street, Room 204, P.O. Box 790      300 Main Street, P.O. Box 848

Rogersville, TN 37857

Church Hill, TN 37642

Phone: 423-272-7002

Phone: 423-357-3361

Fax: 423-272-5801

Fax: 423-357-1811

Hours:

8:00 a.m. - 4:00 p.m. Monday - Friday

8:00 a.m. - 12 Noon First and Last Saturday of Each Month

Elected to a four-year term, the County Clerk performs a variety of functions:

- Title & Registration of Motor Vehicles & Noting of Liens

[View Available Specialty License Plates and Other Vehicle Information](#)

- Marriage Records and Issuance of Marriage License

[Download Pre-Marital Certificate of Counseling Completion Form Here](#)

[Download Marriage License Application](#)

- County Business License & Collection of Business Taxes

[Download Business License Application Form Here](#)

- Notary Seals & Commissions

[Download Notary Application Form](#)

- Hunting & Fishing License

[Online Hunting and Fishing License Renewal](#)

- Beer Permits & Tax

[Download Beer Permit Application Form Here](#)

- Boat Registrations

Online Boat Registration Renewal

- Sales Tax on Boat & Motor Vehicles
- Mobile Home Installation Decals
- Organ Donor Awareness
- County Wheel Tax
- Hawkins County Board of Commissioners Records/Minutes

Fee Schedule:

Motor Vehicle Registration

Marriage License

Renewals \$51.00

With Counseling \$38.50

Registration & Title \$61.50

Without Counseling \$98.50

Transfers \$19.00

Business License

Lost Decals \$ 10.25

New Business \$20.00

Lost Plates \$12.25

Other Fees

Trailer Plates \$14.75

Notary Seals & Commissions \$47.50

Motorcycle Plates \$44.00

Beer Permits \$100.00

Perm Plates Semi \$82.25

Boat Registration \$2.00

Special Plates \$86.00

Mobile Home Installation Decals \$45.00

Commercial Plates \$52.25 to \$1368.75

Organ Donor Awareness \$1.00

Farm/Joint Tags \$39.05 to \$543.95

County Wheel Tax \$27.00

#### HAWKINS COUNTY COMMISSION MEETINGS 2006

The Hawkins County Commission will meet in Regular Session in 2006 the following dates, times and places.

January

23

9:00 a.m.

Circuit Courtroom - Hawkins County Courthouse

February

27

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

March

27

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

April

24

9:00 a.m.

Circuit Courtroom - Hawkins County Courthouse

May

22

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

June

26

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

July

24

9:00 a.m.

Circuit Courtroom - Hawkins County Courthouse

August

28

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

September

25

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

October

23

9:00 a.m.

Circuit Courtroom - Hawkins County Courthouse

November

27

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse



\*December

18

7:00 p.m.

Circuit Courtroom - Hawkins County Courthouse

Special Called Meetings may be held with  
proper notice

Regular Scheduled meetings may be changed  
with proper notice.

\*The fourth Monday in December is in Christmas  
holiday schedule.

